

CULMSTOCK PARISH COUNCIL

PAGE 1 - Bank reconciliation

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2020		
Authority name and reference		CULMSTOCK PARISH COUNCIL County Area: Devon		
Prepared by:	Name	M SHORE	Financial Year:	2019-2020
	Role	CLERK AND RFO		
Balance per bank statements as at 31 March 2020		£		TOTAL £
A/c No: 01902638				11,044.89
A/c No: 00561004				8,822.16
TOTAL				19,867.05
Less: any un-presented cheques at 31 March 2020:				
10/06/19 - Cheque number 001357		-89.18		
11/03/20 - Cheque number 001448		-13.80		
Total value of un-presented cheques		-102.98		
Add any unbanked cash at 31 March 2020: (List date & amount received)				
		N/A		
TOTAL - NET BANK BALANCES AS AT 31 MARCH 2020 (Box 8)				19,764.07

The net balances reconcile to the Cash Book for the year, as follows:

CASH BOOK (receipts and payments/income & expenditure schedules)	£
Opening Balance:	27,218
Add: Receipts in the year:	31,437
Less: Payments in the year:	38,891
	19,764

PAGE 2 - VARIANCES

Authority name and reference	CULMSTOCK PARISH COUNCIL				
Section 1 Accounting Statements	(a) 2018/19 £	(b) 2019/20 £	(c) Variance £	(d) Variance % (Variance divided by 2019 figure x 100)	Explanation required? (Variance of more than 15% - except variances of less than £200)
Box 1 – Balances brought forward	11,830	27,218	N/A	Balance b/f agrees	NO
Box 2 – Precept or Rates and Levies	27,434	29,218	1,784	6.5	NO
Box 3 – Total other receipts	15,787	2,219	(13,568)	(85.94)	YES – SEE BELOW
Box 4 – Staff costs	7534	8737	1,203	15.94	YES – SEE BELOW
Box 5 – Loan interest/ capital repayments	NIL	NIL	N/A	N/A	N/A
Box 6 – All other payments	20,299	30,154	9,855	48.55	YES – SEE BELOW
Box 7 – Balances carried forward	27,218	19,764	N/A	N/A	Not required
Box 8 – Total cash & short term investments	27,218	19,764	No	N/A	Not required
Box 9 – Total fixed assets plus long-term investments and assets	100,966	103,132	2,166	2.15	NO
Box 10 – Total borrowings	NIL	NIL	N/A	N/A	N/A

Explanation of high reserves - not required.

PAGE 3 - Explanations of variances

Authority name and reference	CULMSTOCK PARISH COUNCIL	
BOX NO	3 (TOTAL OTHER RECEIPTS)	£
(b) Figure in 2019 column		15,787
(a) Figure in 2020 column		2,219
Variance		(13,568)

EXPLANATION: Cemetery income lower (£596). No S106 grant (£5980). Other grants received in 18/19 but not 19/20 = HLS Stewardship (£2500), DCC P3 footpath (£1100). VAT re-claim (£3197), 2019/20 re-claim not received until April 2020. No wayleave (£69). No government grant 2019/20 (£126).		
TOTAL AMOUNT £ EXPLAINED		(£13568)
Authority name and reference	CULMSTOCK PARISH COUNCIL	
BOX NO	4 (STAFF COSTS)	£
(b) Figure in 2019 column		7534
(a) Figure in 2020 column		8737
Variance		1203

EXPLANATION. Increase in hours worked by both staff and increase in salary scale.		
TOTAL AMOUNT £ EXPLAINED		£1203

PAGE 4 - Explanations of variances

Authority name and reference	CULMSTOCK PARISH COUNCIL	
BOX NO	6 (ALL OTHER PAYMENTS)	£
(b) Figure in 2019 column		20,299
(a) Figure in 2020 column		30,154
Variance		9,855

<p>Increase - VAT charged £1848, Grass maintenance & verges increase in costs and cuts £1969, audit £17.50, Hall hire £14.50, Insurance £115, office expenses £146, benches installed at playing field £5977, purchase of Christmas lights £2000, P3 footpath work £160, cemetery gates refurbished £1659, flooding sacs £372, Election £157, new bin £265, noticeboard £531, parish maintenance £375, website training & email accounts £132, reception held with APM £89, Decrease: Grants £4730, Subscriptions £24, Professional fees £913, S137 donations £200, staff costs £84, no defibrillator pads £24</p>	£
TOTAL AMOUNT £ EXPLAINED	£9852